

Memorandum

To: Planning and Zoning Commission
From: Martin Zimmermann, AICP, Planning Manager
Date: December 4, 2014
Re: appointments to the Design Review Board

During its meeting on November 18, 2014, the Bryan City Council voted to enact minimum building design standards for commercial and multi-family residential construction on properties along certain major thoroughfares as well as an exterior color palette for commercial buildings. The new standards will become effective on February 2, 2015.

In conjunction with the adoption of these new standards, the City Council established a new citizen board, the Design Review Board. This new Council-appointed board is charged with hearing appeals to administrative decisions regarding a proposed design or interpretation of the color palette, or to authorize variances from the adopted design standards or color palette. The Design Review Board will also make recommendations to and advise the City Council on matters involving building design standards and the color palette.

The Design Review Board is composed of five members appointed by City Council for a three year term with a maximum of one reappointment for a total of six continuous years. The Design Review Board is composed of the following members:

1. One to two (1-2) registered architects;
2. Two (2) Planning and Zoning Commission members; and
3. One to two (1-2) contractors, builders, or developers.

The Planning and Zoning Commission can make a recommendation regarding the appointment of two Planning and Zoning Commissioners on the Design Review Board. The City Council has final approval for appointments to the board.